



2012 Lobbying Calendar

Date	Event
December 15, 2011	Lobbyists can begin renewing their Executive and Retirement System engagements.
December 31, 2011	<u>ALL Executive and Retirement System</u> lobbying engagements expire in OLAC and must be renewed.
December 31, 2011	Requirement to maintain receipts or records for any expenditure disclosed in 2009 or earlier expires.
January 1, 2012	Lobbyists/Employers can begin filing Activity & Expenditure Reports for the Sept. – Dec. 2011 reporting period.
January 3, 2012	Deadline reminder postcards/emails for the Sept. – Dec. 2011 reporting period and re-registration will be sent out by the OLIG.
January 21, 2012	Lobbyists/Employers disclosing a Financial Disclosure Statement filer for the Sept.-Dec. 2011 reporting period must provide written notice to the recipient with date, description and amount of the expenditure no later than today (at least 10 days prior to filing deadline) in order to timely file Activity and Expenditure Reports.
January 31, 2012	Executive and Retirement System Lobbyist Renewal Deadline. All renewals <u>must</u> be filed in OLAC. Registrations filed after this date will require a <u>signature page</u> along with the filing fee.
January 31, 2012	Deadline for filing Activity & Expenditure Reports for the Sept. – Dec. 2011 reporting period.
February 3, 2012	Delinquent Email sent to Lobbyists/Employers who have not filed Activity & Expenditure Reports for the Sept. – Dec. 2011 reporting period.
February 5, 2012	Delinquent Lobbyist/Employer Lists posted to OLAC for the Sept. – Dec. 2011 reporting period.
February 10, 2012	Certified letters sent to Lobbyists/Employers still delinquent in filing Activity & Expenditure Reports for the Sept. – Dec. 2011 reporting period. If the required reports are not filed within 15 calendar days from receipt of the certified letter, late filing fees will be assessed.
February 21, 2012	2012 Executive/Retirement System Registration Renewal invoices and filing fees must be received by the OLIG.
February 29, 2012	OLIG compiles an updated list of registered Lobbyists and their Employers*.
March 15, 2012	OLIG releases annual lobbying report containing statistical information on registration statements and Activity & Expenditure Reports filed during the preceding calendar year.

* Lists of currently registered agents and employers can be generated in real time utilizing the 'Lists & Searches' function located in OLAC

May 1, 2012	Lobbyists/Employers can begin filing Activity & Expenditure Reports for the Jan. – Apr. 2012 reporting period.
May 1, 2012	Deadline reminder postcards/emails for Activity & Expenditure Reports for the Jan. – Apr. 2012 reporting period will be sent out by the OLIG.
May 21, 2012	Lobbyists/Employers disclosing a Financial Disclosure Statement filer for the Jan.-Apr. 2012 reporting period must provide written notice to the recipient with date, description and amount of the expenditure no later than today (at least 10 days prior to filing deadline) in order to timely file Activity & Expenditure Reports.
May 31, 2012	Deadline for filing Activity & Expenditure Reports for the Jan. – Apr. 2012 reporting period.
June 3, 2012	Delinquent Email sent to Lobbyists/Employers who have not filed Activity & Expenditure Reports for the Jan.-Apr. 2012 reporting period.
June 5, 2012	Delinquent Lobbyist/Employer Lists posted to OLAC for the Jan.-Apr. 2012 reporting period.
June 10, 2012	Certified letters sent to Lobbyists/Employers still delinquent in filing Activity & Expenditure Reports for the Jan.-Apr. 2012 reporting period. If the required reports are not filed within 15 calendar days from receipt of the certified letter, late filing fees will be assessed.
September 1, 2012	Lobbyists/Employers can begin filing Activity & Expenditure Reports for the May-Aug. 2012 reporting period.
September 4, 2012	Deadline reminder postcards/emails for Activity & Expenditure Reports for the May-Aug. 2012 reporting period will be sent out by the OLIG.
September 20, 2012	Lobbyists/Employers disclosing a Financial Disclosure Statement filer for the May-Aug. 2012 reporting period must provide written notice to the recipient with date, description and amount of the expenditure no later than today (at least 10 days prior to filing deadline) in order to timely file Activity & Expenditure Reports.
October 1, 2012	Deadline for filing Activity & Expenditure Reports for the May – Aug. 2012 reporting period.
October 4, 2012	Delinquent Email sent to Lobbyists/Employers who have not filed Activity & Expenditure Reports for the May-Aug. 2012 reporting period.
October 6, 2012	Delinquent List posted to OLAC for agents/employers who have not filed Activity & Expenditure Reports for the May – Aug. 2012 reporting period.
October 11, 2012	Certified letters sent to Lobbyists/Employers still delinquent in filing Activity & Expenditure Reports for the May-Aug. 2012 reporting period. If the required reports are not filed within 15 calendar days from receipt of the certified letter, late filing fees will be assessed.

October 31, 2012	OLIG compiles an updated list of registered Lobbyists and their Employers*.
December 15, 2012	Lobbyists can begin renewing all lobbying engagements.
December 31, 2012	<u>All</u> lobbying engagements expire in OLAC.
December 31, 2012	Requirement to maintain receipts or records for any expenditure disclosed in 2010 or earlier expires.
January 1, 2013	Lobbyists/Employers can begin filing Activity & Expenditure Reports for the Sept. – Dec. 2012 reporting period.
January 2, 2013	Deadline reminder postcards/emails for the Sept. – Dec. 2012 reporting period and re-registration will be sent out by the OLIG.
January 21, 2013	Lobbyists/Employers disclosing a Financial Disclosure Statement filer for the Sept.-Dec. 2012 reporting period must provide written notice to the recipient with date, description and amount of the expenditure no later than today (at least 10 days prior to filing deadline) in order to timely file Activity and Expenditure Reports.
January 31, 2013	Executive/Legislative/Retirement System Lobbyist Renewal Deadline. All registrations must be filed in OLAC.
January 31, 2013	Deadline for filing Activity & Expenditure Reports for the Sept. – Dec. 2012 reporting period.

* Lists of currently registered agents and employers can be generated in real time utilizing the ‘Lists & Searches’ function located in OLAC